

November 2021, the Grand Jurisdictions of Wyoming & Texas will host the world of Eastern Star for the GGC 50th Triennial Assembly in Salt Lake City, Utah. A celebration befitting this important milestone for OES is in order! This is where you come in. We need your help. Please look over the following areas and volunteer to lend a hand. Don't miss your chance to help make OES history!

Section I - Decorations & Set Up

◆ Stage (East) & Labyrinth Set Up

- ◆ Work with chairmen and decorating company on back-drop, stage, in front of East, ramps, etc.
- ◆ Set up & take down Labyrinth as needed for drills, etc.
- ◆ Set up West, South and North as necessary
- ◆ Registration & Credentials set up

Section II - Operational

◆ Sound & Lights

- ◆ Contract & coordinate with audio visual vendor for preparation and activities
- ◆ Operate sound & lighting during entire Session

◆ Video Screens

- ◆ Coordinate with audio visual vendor for placement of screens
- ◆ Operate video screens during entire Session

◆ Arena Seating & Signs

- ◆ Provide Registration/Credentials area with appropriate signs
- ◆ Ensure adequate seating on arena floor
- ◆ Set up designated seating

◆ Vendors

- ◆ Sell booth spaces
- ◆ Coordinate with decorating company to set up booths
- ◆ Assign booths to vendors
- ◆ Oversee move-in & move-out of vendors

Section III - Protocol & Dignitaries

◆ Stage Pages

- ◆ Serve in addition to assigned GGC Pages
- ◆ Greet all visitors; present gifts if asked to assist
- ◆ Assist presiding officers/speakers as necessary
- ◆ Assist all persons in the East as necessary

◆ Flags Presentation

- ◆ Ensure all required flags are present, have staffs & stands
- ◆ Place flag stands on stage in proper place & order
- ◆ Review/instruct presenters proper flag etiquette

◆ Gifts Register Room

- ◆ Receive, catalog & store gifts for GGC Officers
- ◆ Retrieve gifts for designated Officer or their Page

◆ Welcome Bags for Attendees

- ◆ Obtain contents for bag, stuff bags
- ◆ Assist in distribution if necessary

◆ Gift Bags/Baskets - Distinguished Guests

- ◆ Create gift bags/baskets for Distinguished Guests
- ◆ Place in hotel rooms

Section IV - Finance

◆ Financial Recordkeeping

Section V - Housing (Orchid Housing)

◆ OES liaison for housing

- ◆ Assist in resolving issues if necessary
- ◆ Arrange & staff OES information desks at hotels & convention center

Section VI - Social

Have general oversight of social functions and assist Social Function Chairmen with the logistics of meal arrangements such as room size; room assignments; set up of room; special requests re: set up; information re: hotel or convention center contact person for menus, etc.

◆ WY/TX General Banquet

◆ GGC 2021 Officers' Banquet

◆ Saturday Night Mixer

◆ Special 50th Triennial Assembly Celebration

◆ GGC/IGRA Reception

◆ Candidates' Reception

◆ Various Other Social Events

Section VII - General

◆ Security; First Aid

◆ Secretary Assistance

◆ Hospitality Room (general hospitality room)

Section IX - Transportation

◆ Buses (limited); courtesy cars; wheelchair & scooter rentals

YES, I am willing to lend a hand! I want to be a part of Section:

1st choice: _____

2nd choice: _____

3rd choice: _____

I would be willing to serve as a Chairman or Co-Chairman:

_____ Yes

_____ No

Name _____

Address _____

Phone _____

E-mail _____

Please complete the above information and send to Vicki or David with your choices— e-mail is okay, phone is okay; snail mail is okay. Thank you for joining the 2021 team!

Vicki Wood, PGM	David Dibrell, PGP
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Special talents, experience and/or skills we should know about? _____



LOOKIN' TO BE A
PART OF
SOMETHING BIG?!

WANT TO MAKE A
DIFFERENCE?!

WANT TO MEET EASTERN
STARS FROM ALL
OVER THE WORLD?!

WANT TO BE A PART OF
OES HISTORY?!

SIGN UP NOW TO HELP
WITH THE

50TH

TRIENNIAL ASSEMBLY
SALT LAKE CITY,
UTAH

EXCITEMENT!

FUN!



LIFELONG MEMORIES!



WANTED!

YOU

TO BE A

PART OF

HISTORIC

50TH

TRIENNIAL

ASSEMBLY!

REWARD